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ENG 1002G-003

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**Bring this syllabus to class every day so that you may note any
announced changes!**

English 1002G – Syllabus Fall 2012

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Required Texts: Writing Essays about Literature, 7th ed., Kelley Griffith.

Literature: The Human Experience, Eds. Abcarian and Klotz.

The Little Brown Handbook, 11th ed., Fowler, Brown is wrong.

Course Description: English 1002G is a **writing centered** course designed to improve skills in critical thinking and analytical expression based on the reading of the texts in a variety of literary genres (fiction, drama, and poetry). During the semester you will be expected to write and revise in and out of class, to complete assigned readings, to participate in class discussions and groups, and to complete all assignments correctly and on time.

Course Objectives: Students should receive instruction that enables them:

1. to write expository and persuasive texts in which paragraphs, sentences, and words develop a central idea as the response to texts in a variety of literary genres including poetry, fiction, and drama. These papers should reflect an understanding and command of writing processes generating and pre-writing strategies for formulating a thesis, methods for planning and drafting a paper, strategies of revising for clarity and adequate development, and means for polishing and editing, and they should demonstrate consideration and employment of effective methods of organization. At least one paper should introduce students to library, online and/or field research; entail the use of primary and secondary sources drawn from both online and library materials; and reflect current principles of documentation.
2. to write focused, adequately developed paragraphs and sentences in standard written English that are direct, economical, free of ambiguity, structurally appropriate for the ideas expressed, and suitable for the purpose of the text.
3. to develop the ability to evaluate and criticize their own and their peers' writing.
4. to read a variety of genres (poetry, fiction, and drama) expressing various cultural attitudes and to think critically and write analytically about them.

Course Guidelines: All students enrolled in English 1002G should have passed English 1001G or must have fulfilled the requirement through transfer credit or through the CLEP proficiency examination. The minimum writing requirement for this course is 5000 words and will include work done both in and out of class. In addition to the assigned student authored

texts, a final exam will fulfill part of the writing requirement. Instructors will include a research component (e.g., and evaluative essay employing documented library and electronic secondary sources). Instructors may administer quizzes and tests on all readings, but the final will be writing centered. The final course grade will be determined primarily by performance on writing assignments with the most weight given to writing done later in the semester. Individual conferences will be scheduled as necessary. Essays will be evaluated according to the "Guidelines for Evaluating Writing Assignments in EIU's English Department" (GEWA). Note: As part of EIU's Core Curriculum, 1002G will be graded B, C, or NC (no credit). An NC is not figured into a student's GPA, but the student who earns a grade of NC must retake the course.

Required Materials: Since all essays must be typed, you need to invest in a flash drive on which to save and backup your work and two folders in the designated color--one in which to keep handouts, returned work, etc., and one in which to keep your Journal/Study Sheets.

Class Policy: Our focus will be on revising/rewriting, not just fixing errors. Your essays will receive written and verbal evaluation from me at all stages of development. o the grade for which Fulfilling requirements for a given grade means YOU MUST BE WRITING AT THAT GRADE LEVEL!!!

For any contracted grade, each revision must have an 8-10 sentence (minimum) cover letter reflecting:

- 1. the points you were advised to revise,**
- 2. suggestions acted upon,**
- 3. reasons for all revisions,**
- 4. process used, and**
- 5. most difficult part of revision.**

I will supervise your rough draft and evaluate your polished paper a maximum of two times--the initial submission and possibly one revision. I will keep records of your rewrites, attendance in class and workshops, and completed Journal/Study Sheets. Attached to this syllabus, you will find a form for keeping track of your progress--please keep accurate records. As your instructor, I have the right to decide if a draft is complete and in compliance with the assignment. You will need to rewrite at least one paper. We will spend considerable time discussing just what a rewrite or revision is. As the semester progresses, the process will become clear as you move toward your contracted goal.

Research Component: For one paper you will prepare a Works Cited page that will contain at least three entries--the literature source (story, drama, or poem bibliography information) and two additional scholarly sources. You must use at least two outside sources. You must include complete copies of each of your sources with your paper submission. Your papers will be written using the MLA format.

Attendance: Regular attendance is essential. You will have three (3) personal days for the semester. If you miss a day, it is your responsibility to contact a classmate to find out what you

missed and/or what changes might have been made in our schedule. A missed day does not give you permission to turn work in late. A scheduled University function--i.e. sports or academic club-sponsored event--is not counted as a personal day, but I must be notified about such situations one class day before they occur. Serious or prolonged illness or personal problems will be considered on an individual basis, but you must notify me about the situation. **If you miss more than three (3) personal days, you will receive an NC for the course.**

NAME: _____ PHONE: _____ E-MAIL: _____

NAME: _____ PHONE: _____ E-MAIL: _____

Plagiarism: Note--The English Department's statement concerning plagiarism: Any teacher who discovers an act of plagiarism--"The appropriation or imitation of language, ideas, and/or thoughts of another author, and representation of them as one's original work" (Random House Dictionary of the English Language)--has the right and the responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignment of a grade of F for the course and to report the incident to the Judicial Affairs Office. Any time you use the exact words or paraphrase of another person's work, you must give credit to that person with in text citations that are noted on the Works Cited page that should accompany your essay. Anything listed on the Works Cited page **must** be used in the paper. Respect for the work of others should encompass all formats, including print, electronic, and oral sources. If you are not sure whether a source needs to be cited in the text and on the Works Cited page, please consult with me.

Plagiarism in any form will absolutely not be tolerated!

Prerequisites: Any student in a section of 1002G who has not completed 1001G is not eligible to enroll in 1002G and must reregister for 1001G--through the regular registration and add/drop procedures--and should do so as soon as possible. If a student has passed 1001G at another institution since last attending this University, he or she needs to consult immediately with the department chair of the English Department so that he can verify the transfer of such credit to this University.

Electronic Writing Portfolio: Instructions in this process are included in this handout. A deadline for submission will be set.

Disabilities: If you have a documented disability and wish to receive academic accommodation, please contact the coordinator of disability services (581-6538) as soon as possible.

Writing Center: The Writing Center (WC) is available to you as a free tutorial service; however, it is not a "magic" remedy for all writing problems, and you should not expect to take an essay there to be proofread and corrected before it is submitted for grading. You can expect the WC staff to help you find and eliminate specific problems.

Computer and Cell Phone Policy: You are expected to use the computers provided for you by the University only as regards classroom activities and academic assignments.

You are likewise expected to use cell phones in a responsible manner; turn them off when you come in to class. If you have an emergency for which you must be available, you should leave your phone out on your desk with the ringer ON. In the event that it rings, you may retrieve it and then leave the room to take the call. Under NO conditions are you allowed to text message, take pictures or video (illegal in class), play games, or use the cell phone in any other manner during class.

NAME _____ Grade _____

PAPERS: PAPER #1 _____ REVISED _____ NOT REVISED _____

PAPER #2 _____ REVISED _____ NOT REVISED _____

PAPER #3 _____ REVISED _____ NOT REVISED _____

STUDY SHEETS: FICTION _____ DRAMA _____ POETRY _____

EXAM: POETRY _____ DRAMA _____ FICTION _____

EXTRA CREDIT POINTS: _____

WRITING WORKSHOPS ATTENDED AND DATES:

WORKSHOP #1 _____ WORKSHOP #2 _____ WORKSHOP #3 _____

I, _____ (Print), am aiming for a letter grade of _____ for English 1002, Fall 2012. I have read the contract requirements and understand the syllabus.

Signed, _____

NAME _____ Grade _____

PAPERS:

PAPER #1 _____ REVISED _____ NOT REVISED _____

PAPER #2 _____ REVISED _____ NOT REVISED _____

PAPER #3 _____ REVISED _____ NOT REVISED _____

STUDY SHEETS: POETRY _____ DRAMA _____ FICTION _____

EXAM: FICTION _____ DRAMA _____ POETRY _____

EXTRA CREDIT POINTS: _____

WRITING WORKSHOPS ATTENDED AND DATES:

WORKSHOP #1 _____ WORKSHOP #2 _____ WORKSHOP #3 _____

I, _____ (Print), am contracting for a letter grade of _____ for English 1002, fall 2012. I have read and understand them and the syllabus.

Signed, _____